

1. Preface

- 1.1 Please review the following contact information. This routing order should be regarded as part of **Bosch – Mobility Aftermarket (MA)** shipping requirements. All sea and air shipments where Bosch Mobility Aftermarket is responsible for transportation related charges must be routed via the attached freight forwarder list by exporting country. In addition, shipment packaging must conform to Robert Bosch Mobility Aftermarket External Supplier Delivery Specifications. (C4-NA-200) All foreign goods shall be sold as FCA loading place (unless another term approved), Free Carrier per Incoterms 2020 and are governed by the Robert Bosch International Routing Guide XI_WHOPP_003 current revision level.

2. Compliance

- 2.1 Compliance with this instruction will afford this Bosch division an effective means to monitor import movement into MA-NA facilities, control costs and ensure a seamless flow of product to destination.

3. Mobility Aftermarket Division (MA-NA) Definition

- 3.1 Robert Bosch Mobility Aftermarket is defined by the following ultimate destinations:

- Atlanta Distribution Center - Atlanta, Georgia USA
- Atlanta Packaging Center – Atlanta, Georgia USA
- Ontario Distribution Center - Ontario, California USA
- Summerville Distribution Center – Summerville, SC USA

By this definition, these routing instructions apply only for these inbound facilities and are not intended for other Bosch divisions or joint ventures.

4. Air – Sea freight Instructions (including air parcel)

- 4.1 In addition to the attached designated freight forwarder list, please review the air – sea freight specifics also provided.
- 4.2 Air Parcel being defined as non palletized, single cartons weighing less than 150 lbs / 68 kgs each.

5. Closing

- 5.1 Please confirm your receipt of this routing order by return attach in an e-mail and send to the below contacts:

Anita Zachery, GS/OSD35-NA– Anita.Zachery@us.bosch.com

Cc: Richard McCoy, GS/OSD35-NA– Richard.McCoy@us.bosch.com
Sathaphone Senephimmachack, GS/OSD35-NA– sathaphone.senephimmachack@us.bosch.com

AIR FREIGHT INSTRUCTIONS

The commercial invoice and packing list are the documents which must accompany the shipment.

Pre-advices are mandatory on all shipments. Please email us a pre alert stating MAWB number, HAWB number, Flight number and date, destination warehouse, commercial invoice number, pieces and weight, and brief description of the merchandise being sent. The e-mail is to be sent to: Anita.Zachery@us.bosch.com

Shipments for the Ontario Distribution Center should be consigned to: Robert Bosch LLC, 4641 Guasti Road, Ontario, CA 91761.

Shipments for the Atlanta Distribution Center should be consigned to: Robert Bosch LLC, 855 Camp Creek Parkway, Atlanta, GA 30336.

Shipments for the Atlanta Packaging Center should be consigned to: Robert Bosch LLC, 6555 Fulton Industrial Boulevard, Atlanta, GA 30336

Shipments for the Summerville Distribution Center should be consigned to: Robert Bosch LLC, 1124 Newton Way Suite A Summerville, SC 29483.

For payment and U. S. Customs purposes the "sold to" party on all commercial invoices should be Robert Bosch LLC, Mobility Aftermarket Division, Oakbrook Terrace Tower; 1 Tower Lane, Suite 3100; Oakbrook Terrace, IL 60181.

The "ship to" party on the Commercial invoice should be the address of the warehouse to which the goods are consigned.

Your invoice for actual payment should be submitted to Robert Bosch LLC, Mobility Aftermarket and must contain the correct **PO#** (as applicable) and the appropriate **SHIP TO** address as per the product/services provided. Any omissions of this important information will result in a delay in the processing of your invoice, and, in some cases, the invoices will be returned with a request for the proper reference.

BILLING (INVOICE ONLY SUBMITTAL) will be accepted utilizing the below contact information:

It is very IMPORTANT that only **ONE METHOD** of invoice submittal is used, US mail or e-mail.

via US mail, our address is :

Robert Bosch LLC
Mobility Aftermarket Division
P O Box 3560
Farmington, MI 48333

#.OR#.

via e-mail:

Accountspayable.RBLLCAutomotiveAftermarket@us.bosch.com

SEA FREIGHT INSTRUCTIONS

Pre-advices are mandatory on all shipments. Please send us a pre-alert e-mail stating Master B/L number, House B/L number, Vessel name, sailing date, destination warehouse, commercial invoice number, pieces and weight, and brief description of the merchandise being sent. The email is to be sent to Anita.Zachery@us.bosch.com

Shipments for the Ontario Distribution Center should be consigned to: Robert Bosch LLC, 4641 Guasti Road, Ontario, CA 91761.

Shipments for the Atlanta Distribution Center should be consigned to: Robert Bosch LLC, 855 Camp Creek Parkway, Atlanta, GA 30336.

Shipments for the Atlanta Packaging Center should be consigned to: Robert Bosch LLC, 6555 Fulton Industrial Boulevard, Atlanta GA 30336

Shipments for Summerville Distribution Center should be consigned to: Robert Bosch LLC, 1124 Newton Way Suite A Summerville, SC 29483.

All house bills of lading should list the following notify party:

- 1) Robert Bosch LLC, 855 Camp Creek Parkway, Atlanta, GA 30336, Attn: Anita Zachery

For payment and U. S. Customs purposes the "sold to" party on all commercial invoices should be Robert Bosch LLC, Mobility Aftermarket Division, Oakbrook Terrace Tower; 1 Tower Lane, Suite 3100; Oakbrook Terrace, IL 60181.

The "ship to" party on the commercial invoice should be the address of the warehouse to which the goods are consigned.

After the vessel sails, three complete sets of documents (including two original house bills of lading) must be sent to Robert Bosch LLC, 855 Camp Creek Parkway, Atlanta, GA 30336, Attention GS/OSD 35-NA Anita Zachery, via an express courier service such as UPS, Federal Express, etc. You are to retain the third original house bill of lading as a safety precaution in the event that the other two originals are lost or misplaced.

Your invoice for actual payment should be submitted to Robert Bosch LLC, Mobility Aftermarket and must contain the correct **PO#** (as applicable) and the appropriate **SHIP TO** address as per the product/services provided. Any omissions of this important information will result in a delay in the processing of your invoice and, in some cases, the invoices will be returned with a request for the proper reference.

BILLING (INVOICE ONLY SUBMITTAL) will be accepted utilizing the below contact information:

It is very IMPORTANT that only **ONE METHOD** of invoice submittal is used, US mail or e-mail.

via US mail, our address is :

Robert Bosch LLC
Mobility Aftermarket Division
P O Box 3560
Farmington, MI 48333

#.OR#.

via e-mail:

Accountspayable.RBLLCAutomotiveAftermarket@us.bosch.com

PLEASE SEE THE FORWARDER ASSIGNMENTS BY REGION. FOR ORIGIN CONTACT INFORMATION PLEASE REFERENCE THE APPROPRIATE WEBSITE :

	Europe	Asia	South America	AU/NZ
Air	Senator / Maersk	DSV, KWE, CEVA, Flexport, Senator	DB Schenker	DHL Global Forwarding
Sea	CH Robinson CEVA	Flexport, DSV, CEVA	DB Schenker	DHL Global Forwarding
Parcel	DHL	DHL	DHL	DHL

INTERNATIONAL PARCEL

FOR SHIPMENTS LESS THAN 150 LBS/70kg (International)., ship via DHL EXPRESS FREIGHT COLLECT Account # to be obtained from paying plant. INCLUDING DIMENSIONAL SHIPMENTS with a Length x Width x Height/7000 that is LESS than 150 LBS/70kg., ship via DHL Express: Please visit the following website and select 'DHL Express' tab, choose 'Find DHL Locations' and enter your closest country and city for a contact that will support you with shipments to BOSCH. <http://www.dhl.com/en/express.html>

SPECIAL CASES-BORDER BROKERS

CANADA

Russell A. Farrow Limited

Head Office

2001 Huron Church Road, P.O. Box 333

Windsor, ON Canada N9A 6L6

TEL 519.252.4415

FAX 519.252.0982

WEB farrow.com

MEXICO

PEDRAZA CHB, INC.
11910 AUBURN ROAD
LAREDO, TEXAS 78045

TEL: 956 764 4912

FAX : 956-764-4901

QUALITY/ENVIRONMENTAL RECORDS

<u>Record Title</u>	<u>Record Responsibility</u>	<u>Storage Medium</u>	<u>Storage Location</u>	<u>Retention Time</u>
N/A				

CHANGE RECORD

<u>Revision</u>	<u>Description of Change</u>	<u>Issue Date</u>	<u>Changed By</u>
8	Integrated into ISO14001 System	06/03/04	AM/TRC-M. Seaquist
9	See highlighted changes; see attached document for Exel Global Logistics	10/21/05	AM/TRC-M. Seaquist
10	Added Section 1.2.	07/21/06	AM/LOG5-M. Seaquist
11	See Section 1.2; Exel to DHL.	11/08/06	AM/LOG5-M. Seaquist
11	Document Name By Process Update	06/01/07	AM/CIP1-L. Prause
11	Adm Changes in Yellow	03/05/09	AA/LOG-TRC-S. Tyler
12	See Yellow Highlights	04/11/11	AA/LOG-TRC-M. Seaquist
13	See Gray Highlights	05/16/13	AA/LOG-TRC-S. Tyler
13	Periodic Review; No Changes	03/13/14	AA/LOG-TRC-S. Tyler
14	Admin Changes Highlighted	06/10/14	AA/LOG-TRC-S. Tyler
14	Date added: August 1- 2014	06/26/14	AA/LOG-TRC-S. Tyler
14	Transition to local department	05/6/16	AA/LOG-TRC-M. Seaquist
15	Admin Changes	06/07/16	AA/LOG-TNA-S. Tyler
16	Admin Changes	03/06/20	GS/LOT-4NA – M.Seaquist
17	Admin Changes	02/07/23	GS/OSD35-NA-A.Zachery
18	Admin Changes	2/20/24	GS/OSD35-NA-A.Zachery